

Parks & Recreation Board MEETING NOTES

MEETING TITLE	Sherwood Parks & Recreation Board
DATE & TIME	3.07.16 7:00 PM
LOCATION	Sherwood City Hall—Community Room
FACILITATOR	Kristen Switzer
NOTES TAKEN BY	Tammy Steffens

ATTENDEES

Parks & Recreation Board	Council Liaison
X David Scheirman, Chair	X Linda Henderson, City Councilor
- Mary Reid, Vice Chair	
- Eric Evans	
X Marney Jett	X Kristen Switzer, Community Services Director
X David Sorensen	X Tammy Steffens, Volunteer Coordinator
X John Clifford	X Michelle Miller, Senior Planner
X Brian Amer	
X Eric Kneifel	
VACANT	

MEETING NOTES

- Call to Order/Roll Call (Scheirman)
 - The meeting was officially called to order at 7:00 pm. Scheirman introduced Councilor Linda Henderson who said she was filling in for Kuiper while Kuiper is out of town. Henderson served on the Parks Board from 1999-2005 prior to being elected to Council.
- Adjustments to the Agenda (Scheirman)
 - None
- Citizen Comment (Scheirman)
 - None
- Approval of Minutes (Scheirman)
 - Sorenson motioned to approve the February 1, 2016 minutes. Seconded by Clifford. All in favor; motion passed.**
- Election of Chair and vice Chair (Scheirman)
 - Switzer explained that at a recent work session, Council had discussed term lengths for all Boards and Commissions. Terms may be changing to three years with three of the terms on each Board and Commission ending each year to create a 3-3-3

rotation over three years. Discussion followed regarding terms and it was asked if this would add a year to the current terms so that Scheirman and Reid's terms would not end in June, but be extended for another year. Jett expressed appreciation for Scheirman's experience and knowledge. Henderson explained that the decision regarding term lengths was the Mayor's with staff's input.

- **Amer motioned to nominate Scheirman to be Chair, several seconded. All in favor; motion passed.**
- There was discussion regarding the responsibilities of the Vice Chair. Kneifel expressed an interest.
 - **Scheirman motioned to nominate Kneifel to be Vice Chair, several seconded. All in favor; motion passed.**

6. Cedar Creek Trail Update (Miller)

- Miller presented the various surfaces available for the Cedar Creek Trail. There was discussion about the pros and cons of each surface, the cost of installation and maintenance, how the different surfaces respond to tree roots and weather. (See Exhibit A)

7. Reports

- Parks Maintenance Update (Switzer for Sheldon)
 - Henderson asked about the status of the Dog Park reopening. Switzer said that the plan is to re-seed with a different type grass in the spring. She thought that the re-seeding had possibly already been done.
 - Woodhaven Phase 2 – all staff comments had been submitted back to the consultant. Switzer is expecting is to go to bid in late March.
- Recreation Monthly Report (Switzer for Gilgan)
 - **Fields and Gyms**
 - Youth Soccer played practiced on weekdays and held 15 games on the weekends at Snyder Park.
 - Oregon Youth Soccer Association rented 6 hours of time at Snyder Park.
 - Youth Basketball Played 49 classic games at SMS on the weekdays and another 152 games at the Ridges campus and SMS on the weekends.
 - Youth Baseball, Softball and Lacrosse started their tryouts/evaluations this month.
 - **Field House**
 - Field House hosted a turf maintenance seminar put on by Pacific Sports Turf on February 12th. There were 50 attendees from a number of municipalities.
 - Sunday rentals will slow way down as spring sports start up.
 - The second session of youth soccer is at the half way mark.

Sherwood Field House Monthly Report February 2016					
February-16	Feb-16	-	YTD		Feb-15
Usage		People		People	People
	<u>Count</u>	<u>Served*</u>	<u>Count</u>	<u>Served*</u>	<u>Served*</u>
Leagues	7	564	19	3423	611
Rentals	111	1554	537	8128	1680
Other (Classes)					
[1] Day Use	10	122	74	856	98
Total Usage		2240		12407	2389
Income FY 15 16	Feb-16	YTD			
Rentals	\$8,370	\$37,445			
League fees (indoor)	\$12,120	\$59,024	-	-	
Card fees (indoor)	\$395	\$2,511			
Day Use	\$358	\$2,473			
Advertising					
Snacks	\$1,036	\$3,827			
Classes					
Total	\$22,279	\$105,280			
FY 14 15	-	-			
Income	Feb-15	YTD			
Rentals	\$8,261	\$40,334			
League fees (indoor)	\$10,155	\$53,206			
Card fees (indoor)	\$343	\$2,849			
Day Use	\$303	\$1,395			
Advertising					
Snacks	\$880	\$3,935			
Classes					
Total	\$19,942	\$101,719			

*Estimated number of people served.

8. Council Update (Henderson for Kuiper)

- Henderson reported that the Council is looking into the possibility of some charter amendments such as:
 - Changing the Mayor's term to four years
 - A stipend for the Mayor and Councilors

- Henderson also reported that the budget process for the 2016-17 fiscal year has started.
- She discussed a measure on the upcoming ballot that, if passed, would require a double majority voter approval for any fees over 2%.
- There will be a free Emergency Preparedness seminar on March 8 at 7pm at the Police Department Community Room.
- There will be an Open House on recreational marijuana facilities on Marcy 10 at 7pm at the City Hall Community Room.

9. Other

- None

10. Next Meeting

- Next meeting will be held on April 4, 2016.

11. Adjourned at 8:05 pm